

**Alaska Workforce Investment Board
Executive Committee
Tuesday, May 13, 2008 – 10:00 a.m.
Teleconference: 1-800-315-6338, code 2942
Meeting Minutes**

- **Call to Order** X Andy Baker, AWIB Chair; ___ Neal Foster, AWIB Vice Chair and PP/AE Chair/Legislative Chair; X Doug Ward, WR/EP Chair; X Todd Bergman and X M.J. Longley, Youth Council Co-Chairs

Staff: Greg Cashen, Executive Director, Louise Dean, Project Coordinator, Barb Duval, Project Coordinator, Bejean Page, Administrative Manager

Guest: Tom Nelson/ESD Director, Dave Rees,

- **Approval of Agenda**

Doug motioned to approve the agenda, MJ seconded. Vote taken.
MOTION passed.

- **Approval of Minutes – April 8th**

Doug motioned to approve the minutes, Todd seconded. Vote taken.
MOTION passed.

- **Action Items**

1. Finalize Revised Agenda for Next AWIB Meeting – May 20th and 21st in Seward

Need to add approval of meeting minutes from February board meeting and nominations for chair & vice chair to the agenda. There was discussion about putting together an adhoc to vote in Sept/Oct.

Four certificates of recognition for past AWIB members and two certificates for AVTEC Chefs will be presented by the Commissioner before or during lunch at the AWIB meeting in Seward, just prior to the tour of AVTEC on the 20th.

There was a request that in the future the full board meeting minutes be approved by the Exco right away. We will start doing that after the next meeting.

Without objection the revised agenda is approved.

- **Discussion Items**

1. Board Retreat – May 19th in Seward

Christi Bell will be the facilitator. She is compiling statistics from a self assessment survey sent to board members. Linda Ketchum will be helping Christi facilitate. Member handbooks are ready – all information is posted on the web site.

Greg reviewed the retreat agenda.

Larry Macintry will be calling in to teleconference during the retreat.

2. Draft Resolutions for May AWIB Meeting

07-13 Resolution in support of the Alaska Senior Community Services Employment Program Four Year Strategic Plan for Title V of the Older American Act.

Tom Nelson addressed the resolution and said that the staff did a good job writing it. He said that it will go the Commissioner after the AWIB and then to the Governor. There was general discussion about the plan.

07-14 Resolution in Support of Employability Skill Standards and Assessments

The resolution was reworded to read “inc of policy to ensure” and the title was changed, ready to bring to the full board. MJ – move to adopt changes to 0714 and change title. Doug – 2nd
Vote taken, passed.

0715 – Resolution regarding equal opportunity within Alaska’s workforce investment system.

Moves the EEO to AWIB and appoints a staff person. It is being elevated to the AWIB to one person. Making and enforcement policy to EEO outlined in WF investment act. Tom Nelson – It elevates the responsibility of the board. We are responsible to submit to the civil rights. True activity in the state. Yearly report. It is good for the board.

3. Training Plan Template

Doug – report to workforce readiness committee and adhoc. The adhoc had a sincere effort to have an industry template. Will continue to work on after the board meeting.

• Reports

1. Director – Greg Cashen



**ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT**

All of the information in the binders for the meetings is now posted on the web site. Four of the new members will be attending the meeting. We have a couple members calling in and a few members sending designees.

2. Chair – Andy Baker

Working with David and the Commissioner trying to make big scale changes. We are fortunate to have the Commissioner and David wanting to understand and help us get there. Looking for all of your support. This is the opportunity to get going with their support and the governor's. Ideas are welcome. Doug – this administration gives us a unique opportunity and we need to seize it.

3. Committees – Neal Foster, Todd Bergman, MJ Longley, and Doug Ward

Doug – WFR – template is occupying most attention. Go out and look for examples of employability skills.

Todd/MJ – YC – We are meeting on Thursday, working on a process to involve youth and our strategic areas.

- **Other Items:** Questions from AWIB Members
- **Adjournment:** Next Ex Co meeting scheduled for June 10th